

Young Women's Christian Association

1951



199 Centre Street
Oshawa, Ontario

Position - EXECUTIVE DIRECTOR

Name - Miss Elizabeth Pitt

Address - 79 Louisa Street, Oshawa, Ontario. Telephone - 5-3978

Date of starting - June 12, 1945

Salary January 1, 1951 - \$2,800.00 annually
233.33 monthly

which has included an increment of \$150.00 January 1 - December 31, 1951.
Maximum to be decided upon.

Work Plan:

1. To be responsible for the administration of the local Association in co-operation with the Board of Directors of the Y.W.C.A., Oshawa.
2. To arrange and hold weekly staff meetings.
3. To keep a job analysis sheet.
4. To adhere to a 44 hour weekly schedule - 2 work sessions only.
5. To be allowed two weeks' sick leave (Doctor's Certificate).
6. To be entitled to one month's holiday with pay, provided that such holiday period shall fall within the summer vacation period, and one calendar week during the winter season.
Summer period - June 1 - September 30
Winter season - December 15 - January 15.
7. The Contractee may on one month's notice in writing to the Chairman of the Personnel Committee, terminate her employment.
8. The Contractee is entitled to one month's notice in writing from the Board of Directors, providing she is released from service.

Contractee

Elizabeth Pitt
Executive Director

Marguerite McLaughlin
President, Oshawa Y.W.C.A.

Edith M. Friend
Chairman of Personnel

Dated at Oshawa, Ontario, this

day of

1951

1952

Position - EXECUTIVE DIRECTOR

Name - Miss Elizabeth Pitt

Address - 79 Louisa Street, Oshawa, Ontario. Telephone - 5-3978

Date of starting - June 12, 1945

Salary January 1, 1952 - \$2,900.00 annually
241.64 monthly

which has included an increment of \$100.00 January 1 - December 31, 1952.
Maximum to be decided upon.

Work Plan:

1. To be responsible for the administration of the local Association in co-operation with the Board of Directors of the Y.W.C.A., Oshawa.
2. To arrange and hold weekly staff meetings.
3. To keep a job analysis sheet.
4. To adhere to a 44 hour weekly schedule - 2 work sessions only.
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8. The Contractee is entitled to one month's notice in writing from the Board of Directors, providing she is released from service.

Elizabeth Pitt
Contractee

Elizabeth Pitt
Executive Director

Dated at Oshawa, Ontario, this

Margaret D. McLaughlin
President, Oshawa Y.W.C.A.

Edith M. Friend
Chairman of Personnel

day of

1952.

OSHAWA Y.W.C.A.BUDGET REPORT1952June Study for Community Chest1952 SUMMARY1951
CASH1952
BUDGET1953
BUDGETINCOME:

BUILDING	2,919.12	2,550.00	2,700.00
PROGRAMME	7,596.21	6,345.00	7,465.00
RESIDENCE	7,605.40	7,750.00	7,600.00
FOOD SERVICE	30,132.02	29,100.00	30,400.00
	<u>48,252.75</u>	<u>45,745.00</u>	<u>48,165.00</u>

EXPENDITURES:

BUILDING	13,451.89	14,709.28	15,000.00
PROGRAMME	11,008.53	11,296.04	12,363.00
RESIDENCE	4,359.70	4,780.44	4,800.00
FOOD SERVICE	29,507.51	27,933.12	29,002.00
	<u>58,327.63</u>	<u>58,718.88</u>	<u>61,165.00</u>

TOTAL: EXPENDITURES
INCOME

EXPENDITURES	58,327.63	58,718.88	61,165.00
INCOME	48,252.75	45,745.00	48,165.00
	<u>10,074.88</u>	<u>12,973.88</u>	<u>13,000.00</u>

BUILDING

INC.
EXP.

2,919.12	2,550.00	2,700.00
<u>13,451.89</u>	<u>14,701.00</u>	<u>15,000.00</u>
<u>10,532.77</u>	<u>12,151.00</u>	<u>12,300.00</u>

PROGRAMME

INC.
EXP.

7,596.21	6,345.00	7,465.00
<u>11,008.53</u>	<u>11,291.00</u>	<u>12,363.00</u>
<u>3,412.32</u>	<u>4,946.00</u>	<u>4,898.00</u>

RESIDENCE

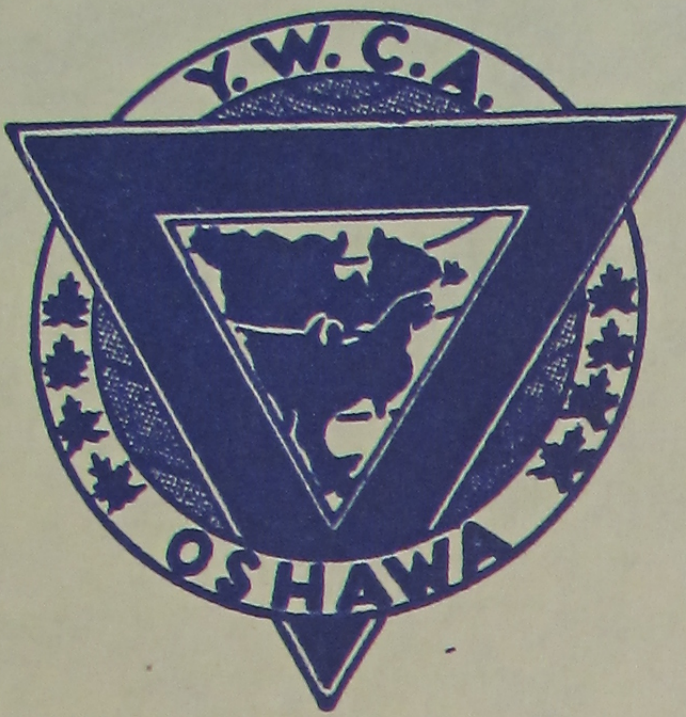
INC.
EXP.

7,605.40	7,750.00	7,600.00
<u>4,359.70</u>	<u>4,780.44</u>	<u>4,800.00</u>
<u>3,245.70</u>	<u>2,969.56</u>	<u>2,800.00</u>

FOOD SERVICE

INC.
EXP.

30,132.02	29,100.00	30,400.00
<u>29,507.51</u>	<u>27,933.12</u>	<u>29,002.00</u>
<u>624.51</u>	<u>1,166.88</u>	<u>1,398.00</u>



Young Women's Christian Association

199 CENTRE STREET
OSHAWA — ONTARIO

ADELAIDE HOUSE
Office 5-1322
Residence 3-9143
June 17th. 1952.

Mrs F.N. McCallum,
President, Y.W.C.A.
Oshawa, Ontario.

Dear Mrs McCallum:

It is with the utmost regret I submit my resignation as Executive Director of the Oshawa Young Women's Christian Association, to the Chairman of the Personnel Committee, and members of the Board of Directors, to take effect as of July 31st, postponing holidays due, until the month of August, to facilitate replacement.

The T Eaton Co Ltd with whom I was associated for sixteen years, have submitted an exceptional offer which I have long considered, and finally accepted.

It has been my privilege for the past seven years to highly regard and know your Honourary Presidents, Mrs R.S. McLaughlin, Mrs T.K. Creighton, and the Presidents of your Board. This regard has extended to the Directors, Committees, and my Associate Staff. It is a consolation to know that I would be leaving you in most capable hands, Miss Power, Miss Richer, Miss Andrews, Mrs Sherwood, Mrs Bisch, Miss Hewson with her Cafeteria Staff, and Mr Frank Chumbley, all of whom have contributed so much to carry out your administration in a most efficient manner. Financially you are on a sound foundation, built up through your careful guidance, which I know will continue in giving good service to the Community.

I would like to express my sincere appreciation to not only our own Volunteers and Staff, but also to the Community Chest, and others, who have contributed so generously to the YWCA through their co-operation, and material assistance during my term of office. It is with the deepest regret I have made my decision, as I have grown to have a great affection for the City of Oshawa through my work with your out-standing organization.

Again my sincere personal thanks to you Mrs McCallum, for your many kindnesses, and understanding, in my pleasant work with your Board, Staff, and members of the Association. I leave my sincere Good Wishes for continued success and progress in all the years to come.

Yours very sincerely,

Miss Elizabeth Adelaide Pitt.

June 24, 1952

Miss Edith Sutherland,
Chairman, Personnel Committee,
The Young Women's Christian Association,
1950 Lorne Street,
Regina, Saskatchewan.

Dear Miss Sutherland:

This is to acknowledge your letter of June 18th, regarding the position of Executive Director, open as of September 1952.

I sincerely regret it is not possible for me to consider a move at present, but I am definitely interested in your Association and organization, and would be glad to receive your job description and salary schedule in case the time might come when I could consider a western position, and have an idea of the standards.

In Oshawa, I seem to have become a part of the community by purchasing a house, being on the Local Employment Advisory Committee, and the Civil Defense Welfare Advisory Committee, having served overseas with the British Joint War Organization with the St. John Ambulance.

I am also interested in your building set-up including a gymnasium and swimming pool, as I am a graduate of the Margaret Eaton School, and Niels Bukh College in Denmark. Experience in this line included Bryn Mawr College, Penna., Havergal College, Toronto, and as Supervisor of Recreation for women employees and Camp Director, for the T. Eaton Co. Ltd. There I knew Miss Latham as a camper.

Here, I have enjoyed my work for seven years in establishing our Y.W.C.A. in the community. The Board, Committees, and Staff have always been most helpful, and co-operative, contributing so much to make it a smooth running organization. It has been this team work that influenced a recent decision declining an interesting offer to return to the T. Eaton Company.

The YWCA appeals to me, and I shall endeavour to continue my work with the Association, and hope to at least visit some western Association in the not too distant future and include Regina.

Again my sincere thanks for the consideration you have shown me.

Yours very sincerely,

EAP/hkp

Miss Elizabeth Pitt

9.1



MEMBER OF
REGINA COMMUNITY CHEST

The Young Women's Christian Association
OFFICE TELEPHONE 4878 RESIDENCE TELEPHONE 22312



1950 LORNE ST.,

REGINA,
SASKATCHEWAN.

June 18, 1952.

Miss Elizabeth Pitt,
Executive Director,
Y.W.C.A.,
Oshawa, Ontario.

Dear Miss Pitt:

The position of Executive Director of the Regina Y.W.C.A. is open as of September 1st. Ours is considered a middle sized association with a budget of \$57,000. The building is comfortable and well kept with attractive lounges and clubrooms, and a gymnasium and swimming pool.

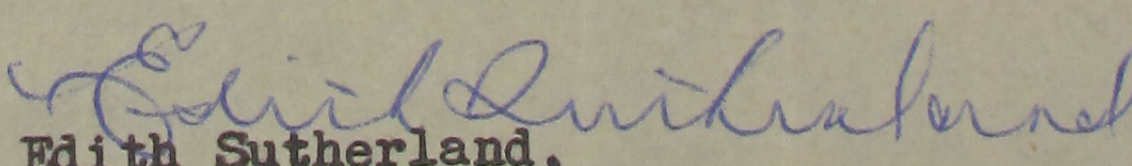
The program staff includes a Program Director, Teen-Age Director, Health Education Director, Swimming Instructor and we have a Travellers' Aid Secretary and a Rooms Registry Secretary. Miss Eva Latham has been with us as Executive Director for five years.

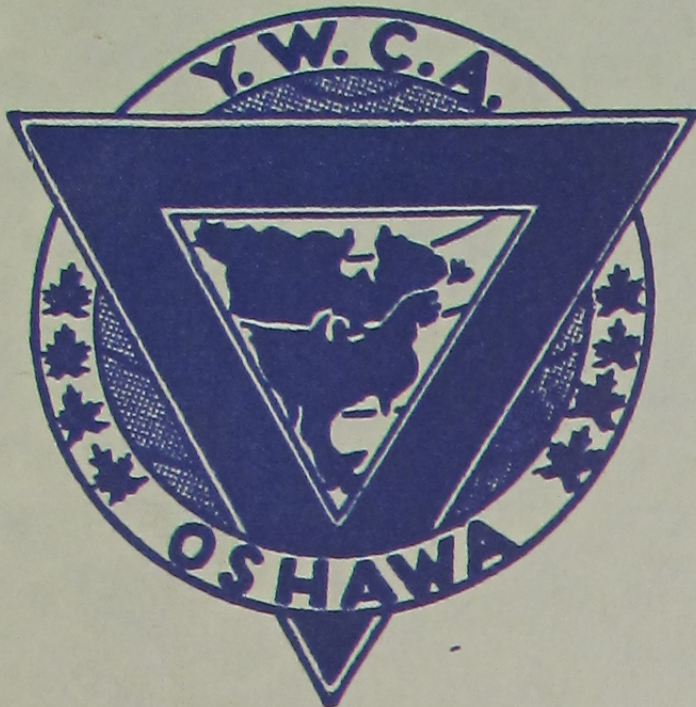
Our Board of Directors and committee members understand their function and are willing to take responsibility.

Your name has been suggested to us. Is there any possibility that you would be interested in considering this position? If so, we would be glad to send you the job description and further information. While the Board has accepted salary schedules we realize there may be some difference between association salaries and believe that we are in a position to pay current rates.

Please let us know if you are interested and would like more information on this position.

Yours very truly,


(Miss) Edith Sutherland,
Chairman, Personnel Committee.



Young Women's Christian Association

199 CENTRE STREET
OSHAWA — ONTARIO

August 11, 1952.

ADELAIDE HOUSE
Office 5-1322
Residence 3-9143

Mrs. F. N. McCallum,
Y. W. C. A.,
Oshawa, Ontario.

Dear Mrs. McCallum:

It is with the utmost regret that I submit my resignation as Executive Director of the Oshawa Young Women's Christian Association to the Chairman of the Personnel Committee and members of the Board of Directors, to take effect as of September 16, 1952, which will facilitate replacement.

The T. Eaton Company, Limited, with whom I was associated for sixteen years, has submitted an exceptional offer, which I have considered and accepted.

It has been by privilege for the past seven years to know and highly regard your Honorary Presidents, Mrs. R. S. McLaughlin, Mrs. T. K. Creighton and the Presidents of your Board. This regard has extended to the Directors, Committees and my Associate Staff.

It is a consolation to know that I would be leaving you in most capable hands - Miss Richer, Miss Power, Miss Andrews, Mrs. Sherwood, Mrs. Bisch, Miss Hewson with her Cafeteria Staff and Mr. Frank Chumbley, all of whom have contributed so much to carry out your administration so admirably.

Financially, you are on a sound foundation, built up through your careful guidance, which I know will continue in giving good service to the community.

I would like to express my sincere appreciation not only to our own Volunteers and Staff, but also to the Community Chest, and others who have contributed so generously to the Y.W.C.A. through their co-operation and material assistance during my term of office.

It is with deepest regret that I have made my decision, as I have grown to have a great regard for the City of Oshawa, through my work with your out-standing organization.

Mrs. McCallum - Page 2.

Again, my sincere personal thanks to you, Mrs. McCallum, for your many kindnesses and understanding, in my pleasant work with you, your Board, Staff and members of the Association.

I leave my sincere Good Wishes for continued success and progress in all the years to come.

Yours very sincerely,

Elizabeth Adelaide Pitt

WELLAND AREA Y.M.C.A. - Y.W.C.A.
BOARD OF DIRECTORS 1968

<u>NAME</u>	<u>ADDRESS</u>	<u>PHONE</u>
ADAMS, Rev. W.R.	29 Bald Street	732-1826
BADLAND, Miss E.M.	St. Andrew's Presbyterian 220 Division St.	734-4831 732-3446
BLACK, Mr. Wm.	Welmet Industries Ltd. 9 Summit Circle	734-7462 732-6296
Secty. — BROWN, Mrs. K.	Lewis Sheppard (Can.) Ltd. 65 Frazer St.	735-1416 * 735-3954
BUDGELL, Mr. R.L.	39 Lillias St.	735-1213
DEITCHMAN, Mrs. M.	221 Division St.	732-4477
Pres. — DUBOIS, Dr. J.	206 Church St. W.	732-7224
HUGHES, Mr. S. Jr.	7 Susan St.	* 732-5912
2nd.V.P. — JARVIS, Mr. D.	258 Crowland Ave.	* 735-1598
1st.V.P. — JOHNSTON, Mr. D.K.	93 Wallace Ave. S.	735-5130
KATOOL, Mrs. Alice	Union Carbide 186 Willson Rd.	732-6121
Treas. — KENNEDY, Mr. H.	Atlas local 509 -	* 732-4278 * 735-5661
LEON, Dr. J.M.	73 Bald St.	* 732-4501
OGDEN, Mr. W.	Nash, Tolmie & Johnston Canboro Rd., Fonthill	* 734-4517
PETERS, Mr. V.	A. Katool Real Estate	892-3982
SIMPSON, Mrs. D.A.	19 Endicott Terrace	735-1051
SMITH, Mrs. M.	Stelco	* 735-1253
SUTHERLAND, Mr. W.	70 Parkway Drive	* 734-4523
TAIT, Mrs. D.	165 Plymouth Rd.	732-2712
TRUCKEL, Mrs. G.	22 Heather Court	735-5015
WATT, Mrs. D. Jr.	Welland Recreation	734-9713
ZAVITZ, Mrs. W.R.	68 Maple Park Drive	732-5331
	45 Charlotte Court	734-4453
	199 Church St. W.	732-3956
	12 Connaught Ave.	732-6253
	Atlas	732-2079
	130 Riverside Dr.	735-5661
	30 1/2 Niagara St.	735-3265
	Victor's Draperies	734-6511
	36 Charlotte Court	732-1381
	14 Glendale Dr.	734-3642
STAFF — PITT, Miss E.	9 Connaught Ave.	734-6235
Wedd, Mrs L.M. Pam	230 Kent St. Port Colbourne	735-1866
Peters, Mrs V. Carmen	68 Maple Park Drive	834-9211
Buchanan Mr. Bob	380 Niagara St. St Catherines	734-4453
Past Pres Mr. J.C. SPENCE	R.R. #1, Fonthill	* 684-7201 685-0263
Mr. Alex Smith	16 Westdale Drive	892-3003
Mrs. G.A. Nash	60 Bald St.	734-3301
Capt. J.E.F. Misener	55 Parkway Dr.	732-1480
Mrs. Alice Katool	Canboro Rd., Fonthill	734-6197
Mr. D. Duncan	Campaign Office, 36 B E.Main St.	892-3982
	16 Westdale Drive, Apt.#408	735-2411 735-3385



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